Congratulations on your purchase of a Hampton Bay ceiling fan, Your new fan will be a beautiful addition to your home, and will keep you comfortable throughout the year.

The Hampton Bay Fan Company offers a wide variety of ceiling fans. We offer combinations of wood and brass finishes, solid designer colors, and our unique glass and crystal designs.

A large selection of light fixtures and light kits is also available. Ask your dealer about other accessories that will allow you to further customize your fan.

We're certain that your Hampton Bay fan will provide you with many years of comfort, energy savings and satisfaction. To ensure your personal safety and to maximize the performance of your fan, please read this manual thoroughly.

Havenville by Hampton Bay®

52” Havenville

Ceiling Fan by Hampton Bay

Thank you for purchasing our ceiling fan. This product has been manufactured with the highest standards of safety and quality.

Date Purchased _____

Store Purchased _____

UL Model No. 14951

Serial No. _____

Vendor No. _____

UPC 718212149515

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Safety Rules - Read and Save These Instructions

1. To reduce the risk of electric shock, insure electricity has been turned off at the circuit breaker or fuse box before beginning.

2. All wiring must be in accordance with the National Electrical Code "ANSI/NFPA 70-1999" and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.

3. **WARNING:** To reduce the risk of electrical shock or fire, do not use this fan with any solid-state fan speed control device. It will permanently damage the electronic circuitry.

4. **CAUTION:** To reduce the risk of personal injury, use only the screws provided with the outlet box.

5. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 35 pounds. Use only UL Listed outlet boxes marked **"FOR FAN SUPPORT"**.

6. The fan must be mounted with a minimum of 7 feet clearance from the trailing edge of the blades to the floor.

7. Avoid placing objects in path of the blades.

8. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.

9. Do not use water or detergents when cleaning the fan or fan blades. A dry dust cloth or lightly dampened cloth will be suitable for most cleaning.

10. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box and ungrounded conductor on the other side of the outlet box.

11. All set screws must be checked and retightened where necessary before installation.

WARNING

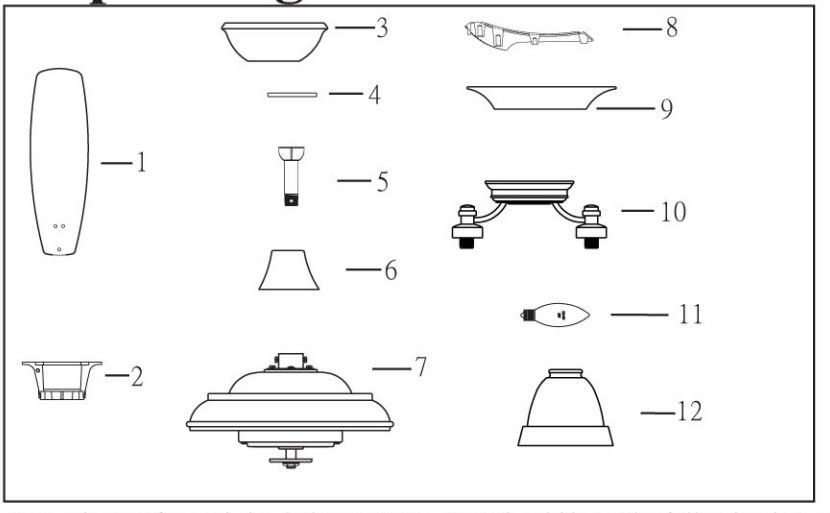
TO REDUCE THE RISK OF PERSONALL INJURY, DO NOT BEND THE BLADE ARMS (ALSO REFERRED TO AS FLANGES), WHEN INSTALLING THE BRACKETS, BALANCING THE BLADES OR CLEANING THE FAN. DO NOT INSERT FOREIGN OBJECTS IN – BETWEEN ROTATING FAN BLADES.

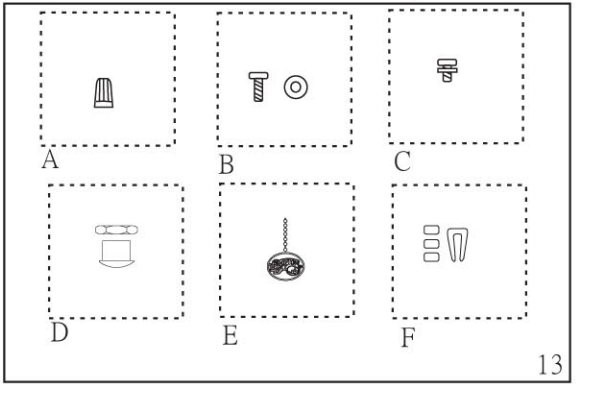
WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT FAN TO OUTLET BOX MARKED ACCEPTABLE FOR FAN SUPPORT WITH THE SCREWS PROVIDED WITH THE OUTLET BOX.

Unpacking Your Fan

Unpack your fan and check the contents. You should have the following items:





Unpack your fan and check the contents. You should have the following items:

1. Set of blades (5)
2. Hanger bracket (1)
3. Canopy (1)
4. Canopy cover (1)
5. Ball/downrod assembly (1)
6. Coupling cover (1)
7. Fan motor assembly (1)
8. Set of blades brackets (5)
9. Flywheel (1)
10. Light kit (1)
11. 60 Watt E12 bulb (3)
12. Glass shade (3)

Loose parts bag containing:

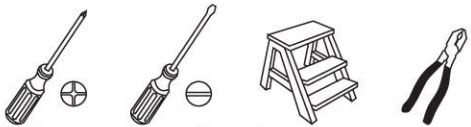
A. Mounting hardware
B. Blade attachment hardware
C. Blade bracket hardware
D. Extra plug with nut (1)
E. Pull chain fob (2pcs)
F. Balancing kit (1)

WARNING
DO NOT INSTALL OR USE FAN
IF ANY PART IS DAMAGED OR MISSING.
CALL TOLL FREE 1-800-527-0998

Installing Your Fan

Tools Required

Phillips screwdriver, straight slot screwdriver, step ladder and wire cutters.



Mounting Options

If there isn't an existing UL listed mounting box, then read the following instructions. Disconnect the power by removing fuses or turning off circuit breakers.

Secure the outlet box directly to the building structure. Use appropriate fasteners and building materials. The outlet box and its support must be able to fully support the moving weight of the fan (at least 35 lbs). Do not use plastic outlet boxes.

WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT FAN ONLY TO AN OULET BOX MARKED ACCEPTABLE FOR FAN SUPPORT AND USE THE MOUNTING SCREWS PROVIDED WITH THE OULET BOX. OUTLET BOX COMMONLY USED FOR THE SUPPORT OF LIGHTING FIXTURE MAY NOT BE ACCEPTABLE FOR FAN SUPPORT AND MAY NEED TO BE REPLACED. CONSULT A QUALIFIED ELECTRICIAN IF IN DOUBT.

Figures 1~3 are examples of different ways to mount the outlet box.

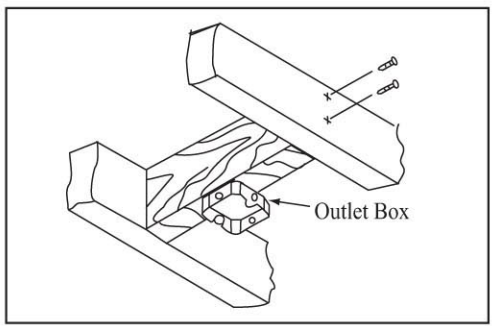


Figure 1

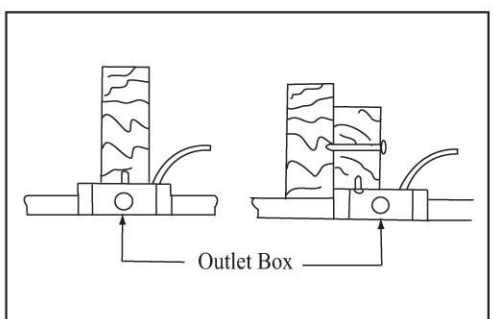


Figure 2

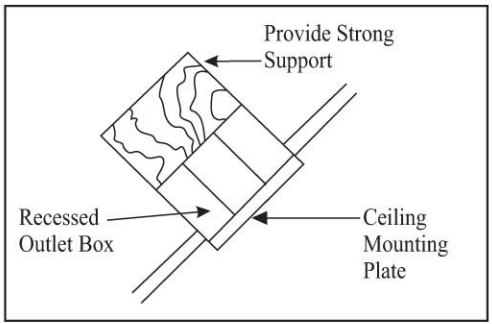


Figure 3

Note: You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling. The maximum angle allowable is 20°. If the canopy touches downrod, remove the decorative canopy bottom cover and turn the canopy 180° before attaching the canopy to the mounting plate.

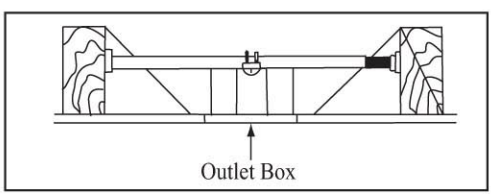


Figure 4

To hang your fan where there is an existing fixture but no ceiling joist, you may need an installation hanger bar as shown in Figure 4 (available at any Home Depot store).

Hanging the Fan

REMEMBER to turn off the power. Follow the steps below to hang your fan properly:

1. Secure the hanger bracket to the ceiling outlet box with the screws and washers provided with your outlet box. (Figure 5)

2. Loosen the two set screws and remove the hitch pin and lock pin from the motor assembly. (Figure 6)

3.Remove hanger ball from downrod assembly by loosening set screw, removing the cross pin, and sliding ball off rod. (Figure 7)

4. Carefully feed fan wires up through the downrod. (Figure 8) Thread the rod into the coupling. Next, line up holes and replace lock pin and hitch pin. Tighten set screws.

5. Slip coupling cover, canopy cover and canopy onto downrod. (Figure 9) Carefully reinstall hanger ball onto tod being sure that cross pin is in correct position, set screws are tighten and wires are not twisted.

6. Now lift motor assembly into position and place hanger ball into hanger bracket. Rotate until the check groove drops into the registration slot and seats firmly. (Figure 10) Downrod should not rotate if this is done correctly.

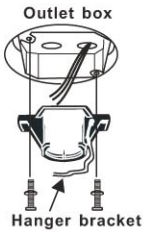


Figure 5

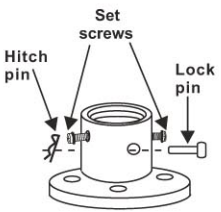


Figure 6

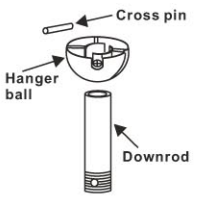


Figure 7

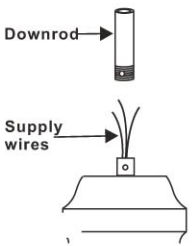


Figure 8

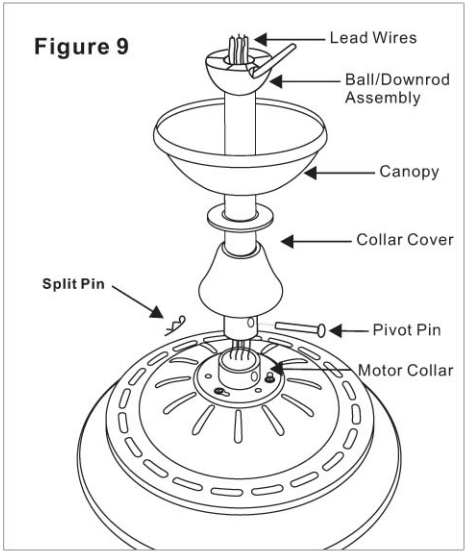


Figure 9

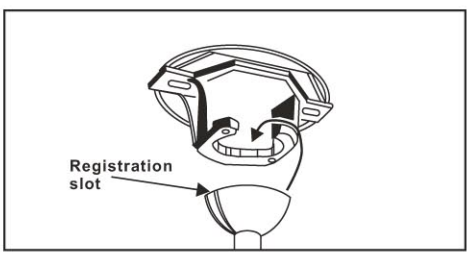


Figure 10

Making the Electrical Connections

Remember to shut off the power.
Follow the steps below to connect the fan to your household wiring. Use the wire connecting nuts supplied with your fan. Secure the connectors with electrical tape.

1. Connect the fan supply (black) wire and light supply (blue) wire to the black household supply wire. (Figure 11)

2. Connect the neutral fan (white) wire tothe white neutral household wire. (Figure 11)

3. Connect the fan ground wire (green) to the household ground wire. (Figure 11)

4. After connecting the wires, spread them apart so that the green and white wires are on one side of the outlet box and the black and the blue wires are on the other side.

5. Turn the connecting nuts upward and push the wiring into the outlet box. Figures 12 and Figures 13 illustrate the wiring connections for optional wall control (available at your Hampton Bay Retailer, the wire color out of wall control may vary, see wall control's installation manual for correct wire connections)

NOTE

LIGHT KITS ARE AVAILABLE AT YOU HAMPTON BAY RETAILER. THE FAN IS ALREADY WIRED TO SUPPORT THE LIGHT KIT OPTION.

WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR OTHER PERSONAL INJURY. MOUNT FAN ONLY ON AN OUTLET BOX OR SUPPORTING SYSTEM MARKED ACCEPTABLE FOR FAN SUPPORT.

TO REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK. DO NOT USE THIS FAN WITH ANY SOLID-STATE SPEED CONTROL DEVICE.

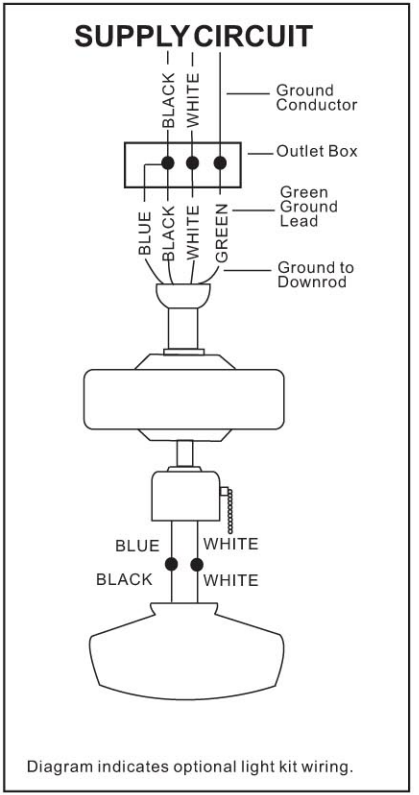


Figure 11

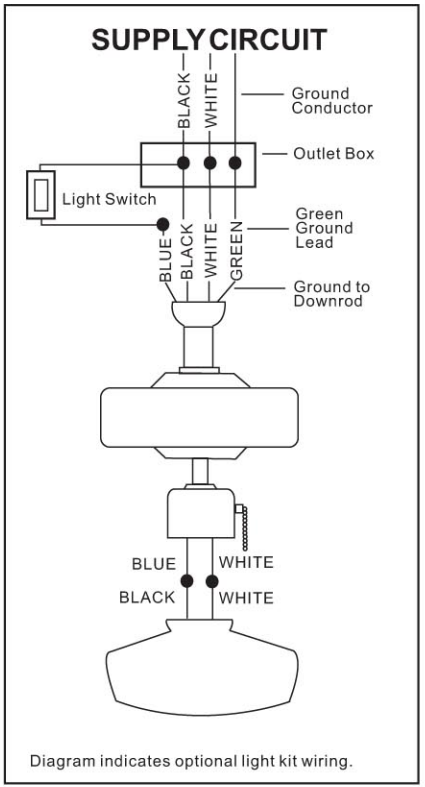


Figure 12

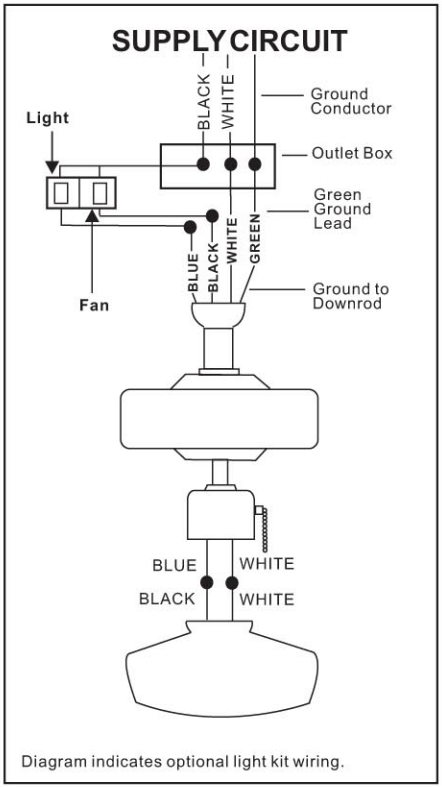


Figure 13

Finishing the Installation

1. Tuck connections neatly into ceiling outlet box.
2. Remove one screw from the hanger bracket and loosen the other screw around 1/4″.
3. Align the canopy up to ceiling and over the loose screw. Place the canopy into key hole and rotate canopy clockwise. (Figure 14)
4. Secure the canopy by use previous removed screw.
5. Place the canopy cover to the canopy and rotate canopy cover clockwise until it is locked into right position. (Figure 14)

WARNING

MAKE SURE TAB AT BOTTOM OF HANGER BRACKET IS PROPERLY SEATED IN GROOVE OF HANGER BALL BEFORE ATTACHING CANOPY TO BRACKET. FAILURE TO PROPERLY SEAT TAB IN GROOVE COULD CAUSE DAMAGE TO ELECTRICAL WIRING.

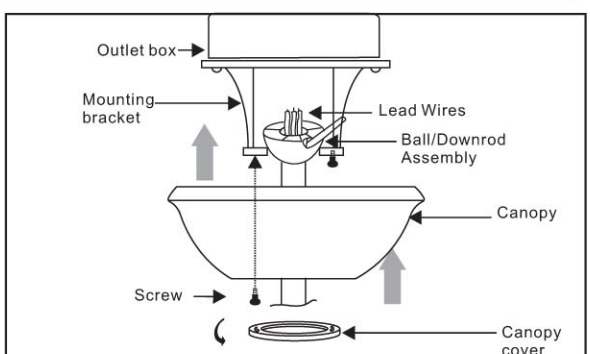


Figure 14

Attaching the Fan Blades

1. Attach the fan blades to the blade holders by using three screws and fiber washers as shown in Figure 15. Start a screw into the blade holder, do not tighten. Repeat for the 2 remaining screws and washers.

2. Tighten each screw securely starting with the center screw.

3. Fasten the blade assemblies to fly wheel with the fly wheel hardware provided. (Figure 16)

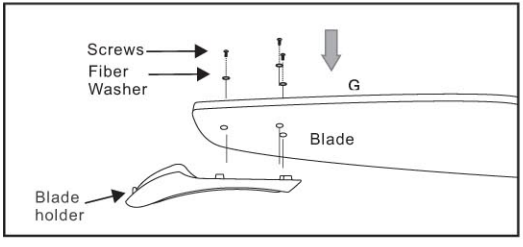


Figure 15

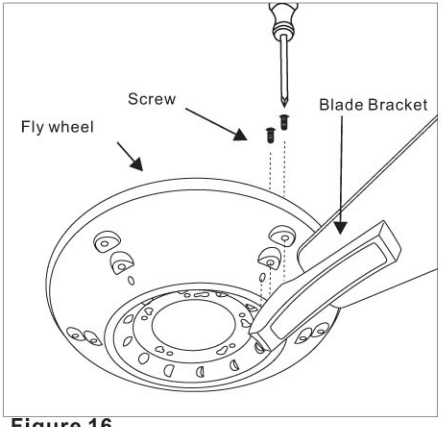


Figure 16

Installing the fly wheel

Loose five set motor screws on the motor, Place the slot holes of the fly wheel over five screws previously loosened and attach five motor screws provided in Loose parts bag, tighten all screws. (Figure 17)

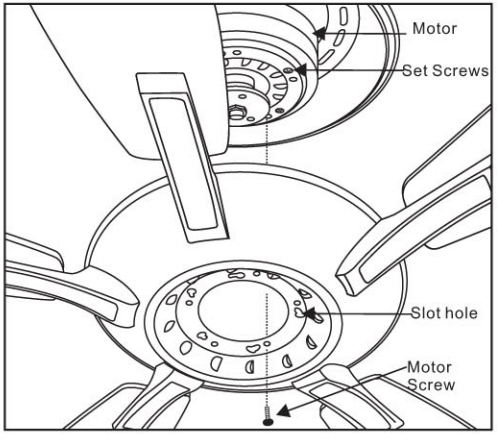


Figure 17

Blade balancing

The following procedure should correct most fan wobble. Check after each step.

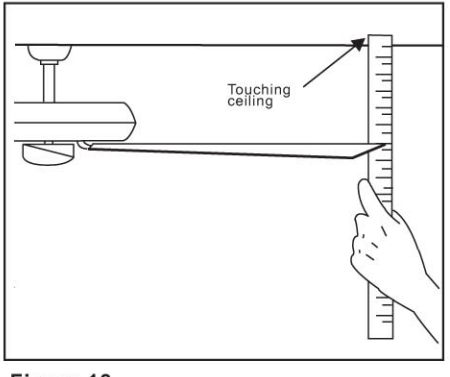


Figure 18

1. Check that all blades and blade holder screws are secure.

2. Most fan wobble problems are caused when blade levels are unequal. Check this level by selecting a point on the ceiling above the tip of one of the blades. Measure this distance as shown in Figure 18. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. The distance should be equal within 1/8". Run the fan for 10 Minutes.

3. Use the enclosed Blade Balancing Kit if the blade wobble is still noticeable.

NOTE:

LIGHT BULB HAVE NO WARRANTY, CAN BE PURCHASED AT LOCAL LIGHT BULB SPECIALTY STORE OR FROM OUR SERVICE CENTER.

Installing the light kit

REMEMBER to disconnect the power. The fan blades must already be attached to the fan.

Your fan and light kit though pre-wired have been disassembled at the factory to ease in shipping. Please follow these steps to complete the installation of your fan and light. **TO REDUCE THE RISK OF FIRE DO NOT EXCEED MAXIMUM WATTAGE RATING.**

ATTENTION: The Energy Policy Act of 2005 requires this fan to be equipped with a 190 watt limiting device. If lamping exceeds 190 watts, the ceiling fan's light kit will shut off automatically.

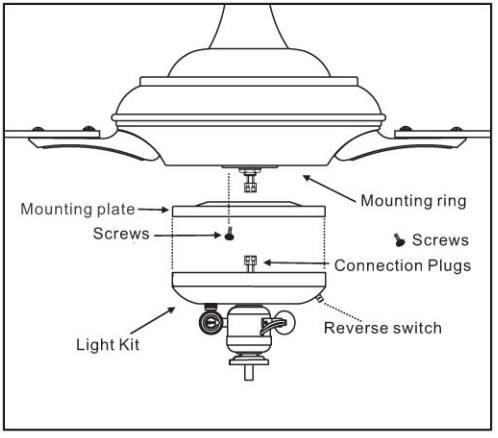


Figure 19

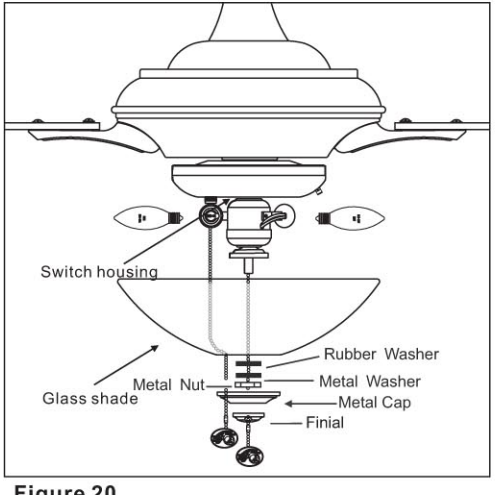


Figure 20

Operating your fan

NOTE

WAIT FOR FAN TO STOP BEFORE CHANGING THE SETTING OF THE SLIDE SWITCH.

Turn on the power and check the operation of your fan. There are three pull chains available in your fan:

1. 3-speed Pull chain-it controls the fan speed as follows: 1 pull- High, 2 pulls- Medium, 3 pulls- Low, and 4 pulls- Off.

Speed settings for warm or cool weather depend on factors such as the room size, ceiling height, number of fans, and so on.

2. Light kit pull chain-it controls the light kit in "ON" or "OFF".

The slide switch controls directions: forward (switch left) or reverse (switch right).

Warm weather - (Counter-Clockwise direction) A downward air flow creates a cooling effect.(Fig. 21) This allows you to set your air conditioner on a higher setting without affecting your comfort.

Cool weather - (Clockwise direction) An upward airflow moves warm air off the ceiling area. (Fig. 22) This allows you to set your heating unit on a lower setting without affecting your comfort.

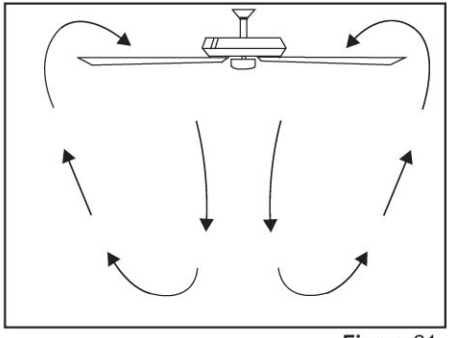


Figure 21

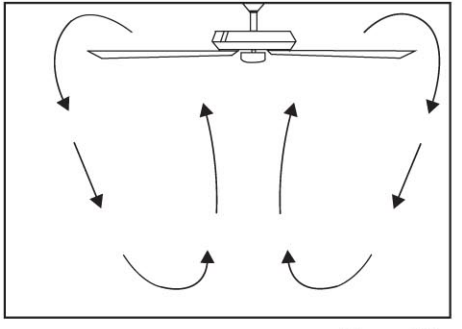


Figure 22